



Notice of Intent to Award

Solicitation Number	232239	Award Date	6/6/2022 4:16 PM CDT
Solicitation Title	Unemployment Compensation Cost Control Management Services		
Buyer Name	Christina Alexander	Buyer Email	christina.alexander@nashville.gov
BAO Rep	Christopher Wood	BAO Email	christopher.wood@nashville.gov

Awarded Supplier(s)

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

Company Name	Corporate Cost Control, Inc.	Company Contact	Sue Page	
Street Address	50 Nashua Rd.			
City	Londonderry	State	NH	Zipcode 03053

Company Name		Company Contact		
Street Address				
City		State		Zipcode

Company Name		Company Contact		
Street Address				
City		State		Zipcode

Certificate of Insurance

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

Equal Business Opportunity Program

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

Yes, the EBO Program is applicable.

No, the EBO Program is not applicable.

Monthly Reporting

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

Yes, monthly reporting is applicable.

No, monthly reporting is not applicable.

Public Information and Records Retention

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

Right to Protest

Per MCL 4.36.010 – any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the purchasing agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

MLL Supervisor (Initial)

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane
Purchasing Agent & Chief Procurement Officer

**RFQ 232239 Unemployment Compensation Cost Control Management Services
Evaluation Committee Score Sheet**

Offeror	Industrial UI Services	Corporate Cost Control Inc.
Contract Acceptance	Yes	No/w exceptions
Cost (30)	30.00	21.14
Firm Qualifications (30)	5.00	30.00
Reference Projects/Team Qualifications (20)	5.00	20.00
Project Approach (20)	0.00	20.00
Total Evaluation Scores	40.00	91.14

No BAO programming applicable to this solicitation

Evaluation Comments

Industrial UI Services
Strengths
Firm's proposal provided required information with the exception of the weaknesses noted below.
Weaknesses
Proposal failed to demonstrate firm's qualifications for scope of work. Proposal failed to address all bullet points of the evaluation criteria section as required. Proposal lacked detail for team responsibilities. Proposal failed to demonstrate team qualifications for scope of work. Proposal was unclear demonstrating firm's years of experience providing scope of work services. Firm failed to include resumes for all proposed team members.

Corporate Cost Control Inc.
Strengths
Proposal demonstrated firm's longevity in the industry. Proposal demonstrated firm's experience with case builder, case management and tracking systems. Proposal demonstrated firm's experience working with Government entities and Municipalities. Firm proposed a detailed plan to address current manual process. Proposal demonstrated strong team qualifications for scope of work. Reference projects provided were of similar size, scope, and complexity. Proposal provided a detailed project approach with emphasis on project timing. Proposal provided a detailed process from start to finish. Firm's proposal demonstrated and provided all other required information with the exception of the weaknesses noted below.
Weaknesses
None noted.

Enter Solicitation Title & Number Below			
Unemployment Compensation Cost Control Management Services; RFQ 232239		Lowest Bid	
		\$82,291.61	30
Offeror's Name	Bids		RFP Cost Points
Industrial UI Services	\$82,291.61		30.00
Corporate Cost Control Inc.	\$116,800.99		21.14
No BAO Programming Applicable this Solicitation			

Certificate Of Completion

Envelope Id: 3E8110A3542A4F018C0FED42D6BD26DF	Status: Completed
Subject: Intent to Award - RFQ # 232239 for Unemployment Compensation Cost Control Mgmt. Services	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Christina Alexander
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	christina.alexander@nashville.gov
	IP Address: 170.190.198.185

Record Tracking

Status: Original	Holder: Christina Alexander	Location: DocuSign
6/6/2022 12:24:44 PM	christina.alexander@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Signed by link sent to michelle.lane@nashville.gov Using IP Address: 170.190.198.185	Sent: 6/6/2022 12:28:00 PM Viewed: 6/6/2022 4:04:23 PM Signed: 6/6/2022 4:05:03 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Signed by link sent to michelle.lane@nashville.gov Using IP Address: 170.190.198.185	Sent: 6/6/2022 4:05:03 PM Viewed: 6/6/2022 4:15:06 PM Signed: 6/6/2022 4:16:45 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/6/2022 12:28:00 PM
Certified Delivered	Security Checked	6/6/2022 4:15:06 PM
Signing Complete	Security Checked	6/6/2022 4:16:45 PM
Completed	Security Checked	6/6/2022 4:16:45 PM

Payment Events	Status	Timestamps
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